

# Index

## • A •

- Absolute Software's LoJack for Laptops, 387
- AC outlet, 24, 389
- AC plug adapter, 389
- ACC files, 198, 200
- access code for MobileMe service, 142
- access levels
  - MobileMe service, 140–141
  - user accounts, 147
- accounts
  - access levels, 147
  - Administrator account, 147, 395–396
  - Migration Assistant, 41–42
  - MobileMe service, 139–140
  - user accounts, 147–157
- Acrobat PDF format, saving documents as PDFs, 94
- active window, 76
- adapters
  - AC plug adapter, 389
  - USB Bluetooth adapter, BC2–BC3
- adding
  - bookmarks, 127, 130–131
  - loops, 288–293
  - memory, 359–362, 364
  - slides, 335–336
  - storage space to
    - MobileMe account, 140
  - text to presentation slides, 337
  - tracks, 286–288
  - users, 148–150
  - video clips, 254–255, 268–270
- Address Book, 29–30
- adjusting image properties, 237
- Administrator account, 147, 395–396
- AIFF files, 198, 200
- Airhawk A9 hard drive (Rocstor), 366–367
- AirPort Base Station, 169–170
- AirPort Express Base Station, 169–170, 217
- AirPort Extreme Base Station, 18, 169–170
- AirPort Extreme card, 13, 18
- AirPort Extreme hardware, 18
- album covers, 209
- aliases, 67–68
- aligning text in cells (spreadsheets), 324–325
- Amazon.com
  - album covers, 209
  - cookies, 135
  - MobileMe subscriptions, 140
- AM/FM radio, 370
- antivirus applications, 355
- Appearance pane (System Preferences), 104–105
- Apple Base Station, 168–169
- Apple Knowledge Base, 53
- Apple Lossless files, 198, 200
- Apple menu, 49, 58
- Apple Remote, 15, 188, 190–192
- Apple Service Center, 346, 357–358
- Apple technical support, 35, 40, 53, 357
- Apple TV, 202
- AppleCare Protection Plan, 35, 361
- AppleEvents, 379
- AppleScript, 379
- application icons, 66
- Application menu, 49
- applications
  - Address Book, 29–30
  - aliases, 67–68
  - antivirus, 355
  - Automator, 371, 379–381
  - Boot Camp, 30, 44
  - Chess, 29
  - closing, 65
  - Directory Utility, 396
  - Disk Utility, 349–354
  - DVD Player, 29, 191
  - force quit, 65, 347
  - Front Row, 28, 188, 190–192
  - Help system, 53
  - iLife '09 suite, 28
  - installing, 353
  - iWork trial version, 28
  - keyboard shortcuts, 73
  - launching, 63–65
  - locked application, 347
  - menus, 49
  - orphan files, 373–374
  - patches, 353
  - Photo Booth, 28, 188–190
  - pirated software, 395
  - quitting, 63, 65
  - Software Update, 381–382
  - switching between
    - applications, 89–90
  - tracker, 387
  - troubleshooting, 353
  - updating, 353
  - upgrading, 394–395
- Aqua Blue background (Snow Leopard), 34
- Arrange track (GarageBand), 294–295

arranging windows, 76  
 audio. *See also* sound  
   connecting external  
     audio, 17  
   digital audio files,  
     197–198, 200  
   Equalizer (iTunes),  
     210–211  
   iMovie, 251–252  
   muting, 72  
   presentations, 339  
   recording, 252–253  
 audio CDs, 198–200, 209–210,  
   216, 301  
 Audio Line In jack, 17  
 Audio Line Out jack, 14  
 Audio Mute key, 72  
 audiobooks, 198  
 author's Web site, 6  
 Auto Login, 159  
 Automator application,  
   371, 379–381  
 AVCHD file, 249

## • B •

background images,  
   83, 99–101  
 background shapes  
   Keynote presentations,  
     339–340  
   Pages documents, 314  
 backlighting on keyboard,  
   14, 72  
 Backup folder (iDisk), 142  
 backups  
   CDs, 376  
   DVDs, 376  
   external hard drive,  
     375–376  
   hard drive, 369, 374–378,  
     390  
   iTunes Media Library, 219  
   RAID array drive, 375  
   Time Machine, 109–110,  
     366, 376–378  
 bad pixels on LCD  
   screen, 35

bag, 30, 385–386  
 base station, 168–171  
 battery  
   Better Battery Life option,  
     389  
   calibrating, 36–37  
   charging, 15, 35–37  
   compartment, 15–16  
   external battery, 37  
   monitoring battery  
     level, 36  
   removing, 362–363  
   replacing, 364  
 Belkin's USB Bluetooth  
   adapter, BC3  
 black-and-white images, 237  
 blank CDs/DVDs, 32  
 blocking pop-up windows,  
   137  
 Bluetooth devices  
   adapters, BC2  
   Bluetooth Setup Assistant,  
     BC3  
   configuring connections,  
     BC3–BC4  
   connecting, 18, BC2–BC8  
   development history, BC2  
   internal Bluetooth  
     hardware, BC2  
   iSync, BC7–BC8  
   keyboard, BC5–BC6  
   mouse, BC5–BC6  
   printers, 183, BC8  
   System Preferences,  
     BC3–BC5  
   USB Bluetooth adapter,  
     BC3  
 Bluetooth File Exchange,  
   BC4–BC5, BC7  
 bonus chapter, 6  
 BookBook case, 30–31  
 bookmarks, 124, 127,  
   130–131  
 Boolean search, 114  
 Boot Camp, 30, 44  
 Boot Camp Assistant, 30  
 boot disk, 352  
 brightness of display, 36

BTKey keyboard (Macally),  
   BC6  
 built-in keyboard, 12, 14, 28  
 built-in speakers, 14  
 burning  
   CDs, 216–217, 301  
   DVD movies, 279–280

## • C •

C key, 348  
 cable modem, 174  
 cable TV, 193  
 cables, 32, 174, 354  
 cache, 137  
 calibrating battery, 36–37  
 cameras  
   digital cameras, 221  
   iSight camera, 12–13,  
     15, 188–190, 192–193  
 Caps Lock key, 35  
 carpal tunnel syndrome, 32  
 case, 30–31, 385–386  
 CD-ROM drive, 392  
 CDs  
   audio CDs, 198–200,  
     209–210, 216, 301  
   backups, 376  
   blank CDs, 32  
   burning, 216–217, 301  
   CD/DVD Sharing feature,  
     23–24  
   data CDs, 216  
   ejecting, 72  
   MP3 CDs, 216  
   repairing, 352  
 CDW Web site, 361  
 cellphones and iSync,  
   BC7–BC8  
 cells (spreadsheets)  
   aligning text, 324–325  
   defined, 318  
   selecting, 322  
 changing System  
   Preferences, 353–354  
 charging battery, 15, 35–36  
 charts, 328–329  
 checking spelling, 314–315

- Chess, 29
  - Ci Design's Dock II, 375–376
  - cleaning
    - keyboard, BC6
    - laptop, 397
    - mouse, BC6
  - cleaning wipes, 31, 397
  - cleanup utilities for hard drive, 374
  - clearing
    - cache, 137
    - history, 137
  - Clipboard, 310
  - closing
    - applications, 65
    - documents, 65
    - laptop, 27
    - System Preferences, 97
    - windows, 75
  - cloud computing, 139
  - collating documents, 94
  - color profile, 99
  - color saturation of images, 236
  - columns (spreadsheets)
    - defined, 318
    - deleting, 326
    - inserting, 326
  - Command key, 72
  - composing songs
    - automatic composition, 298
    - original songs, 284–297
  - configuring Bluetooth
    - connections, BC3–BC4
  - connecting
    - to Bluetooth devices, 18, BC2–BC8
    - to external audio, 17
    - to external devices, 354
    - to external hard drive, 368
    - to external video, 17
    - to iDisk, 143–144
    - to Internet, 26–27, 29, 354–355
    - to iPod, 214–215
    - to a network, 167–176
    - to printers, 183–186
    - to scanners, 187
  - contextual menus, 50, 62
  - Contour Design's ShuttleXpress video controller, 370
  - contrast of images, 236
  - conventions used in this book, 3
  - cookies, 135–137
  - cooling pad, 38
  - copying items, 70
  - copying text or graphics, 310
  - CPU, 17
  - creating
    - aliases, 67–68
    - documents, 305
    - DVD movies, 264–270
    - iMovie movies, 244–247
    - presentations, 332–333
    - spreadsheets, 318
    - widgets, 89, 127
  - cropping
    - images, 234–235
    - video clips, 256
  - Ctrl key, 72
  - cursor, 60–61
  - customizing
    - Desktop, 59, 82–84
    - Dock, 84–86
  - cutting text or graphics, 310
- **D** •
- damage
    - AppleCare Protection Plan, 35, 361
    - repairing laptop, 346, 361
    - shipping damage, 25, 34–35
    - spills on keyboard, 394
  - Dashboard, 88–89, 119–120, 127
  - data CDs/DVDs, 216
  - DDR3 SDRAM memory modules, 360
  - dead pixels on LCD screen, 35
  - defragmenting iDisk, 142
  - Delete key, 72
  - deleting
    - columns (spreadsheets), 326
    - contents of Safari History menu, 137
    - contents of Trash, 86–87
    - files, 372–374
    - folders, 372–374
    - photos, 190
    - playlists, 206
    - songs from iTunes Music Library, 204
    - user accounts, 152
    - users, 152
    - video clips, 255
    - widgets, 88
  - Desktop, 46–47, 52, 59, 82–84
  - Desktop & Screen Saver pane (System Preferences), 99–101
  - DHCP server, 167, 175–176
  - Dictionary widget, 13, 120
  - digital audio files, 197–198, 200
  - digital cameras, 221
  - digital extraction, 209–210
  - digital video (DV) camcorders, 221
  - DigiTunnel, 396
  - Directory Utility
    - application, 396
  - disabling
    - Login Items, 355–356
    - wireless connectivity, 388
  - disassembling laptop, 361
  - disc slot, 12, 14
  - Disk Utility, 349–354
  - display, 13
  - Displays pane (System Preferences), 98–99
  - Dock, 47–48, 59, 84–86
  - Dock II (Ci Design), 375–376
  - Dock pane (System Preferences), 106–107
  - documentation, 26

- documents
    - Acrobat PDF format, 94
    - background shapes, 314
    - Clipboard, 310
    - closing, 65
    - collating, 94
    - copying text or graphics, 310
    - creating, 305
    - cutting text or graphics, 310
    - Documents folder (iDisk), 142
    - e-mailing, 94, 316
    - exporting, 316
    - faxing, 94
    - force quit, 65
    - formatting, 311
    - graphics, 309
    - Home folder, 79–82
    - icons, 66
    - iWeb, 316
    - metadata, 113
    - opening, 64–65, 306–307
    - photos, 312–314
    - printing, 92–94, 315
    - saving, 307
    - sharing, 315–316
    - spell check, 314–315
    - tables, 311–312
    - templates, 305–306
    - text boxes, 309
  - downloading files, 131–132
  - drag and drop, 52
  - drop zones, 269
  - DSL modem, 174
  - duplicating, 71, 336
  - DV (digital video)
    - camcorders, 221
  - DV file, 249
  - DV Widescreen file, 249
  - DVD authoring, 261
  - DVD drive, 23
  - DVD movies
    - adding video, 268–270
    - aspect ratio, 270
    - burning, 279–280
    - creating, 264–270
    - dimensions, 272
    - drop zones, 269
    - Front Row application, 191, 193
    - menu background, 273–276
    - movie buttons, 274–275
    - music, 272–273
    - opening, 265
    - previewing, 276–277
    - recording, 279–280
    - resolution, 270
    - slideshows, 270–272
    - themes, 267–268
    - titles, 274
    - TV Safe Area, 270
  - DVD Player, 29, 191
  - DVD-R/CD-RW SuperDrive, 18
  - DVDs
    - backups, 376
    - blank DVDs, 32
    - data DVDs, 216
    - ejecting, 72
    - repairing, 352
- **E** •
- editing
    - images, 234–237
    - Keynote presentations, 337
    - Numbers spreadsheets, 323
    - Pages documents, 308
    - song information, 208–209
    - video clips, 255–256
  - effects
    - images, 237
    - Photo Booth, 190
  - EIDE hard drive, 17
  - ejecting CD or DVD, 72
  - Electric Guitar tracks, 287
  - Elgato Systems' EyeTV Hybrid Plus, 193
  - e-mailing
    - documents, 94
    - images, 242
    - Pages documents, 316
    - photos, 190
    - Web pages, 135
  - emptying
    - cache, 137
    - Trash, 373
  - encryption, 161–162, 387–388
  - Energy Saver settings, 36, 105–106, 389
  - entering data in
    - spreadsheets, 323
  - entering text in documents, 308
  - Equalizer, 210–211
  - Ethernet cables, 32, 174
  - Ethernet jack, 24
  - Ethernet network, 18
  - Ethernet port, 16, 27
  - exporting
    - iMovie movies, 259
    - Pages documents, 316
  - Exposé, 89–90
  - Exposé & Spaces pane (System Preferences), 101–103
  - ExpressCard slot, 17
  - ExpressCard/34 slot, 368
  - external battery, 37
  - external devices
    - AM/FM radio, 370
    - connecting, 354
    - defined, 359
    - game controllers, 370
    - hard drive, 366–369, 375
    - keyboard, 25, 390
    - MIDI instruments, 286, 297
    - mouse, 390
    - piano keyboard, 370
    - speaker systems, 14
    - USB 1.1 storage devices, 367, 392
    - video controllers, 370
  - external iSight camera, 13
  - EyeTV Hybrid Plus (Elgato Systems), 193

• **F** •

Facebook integration with  
  iPhoto, 242  
Faces and Places feature  
  (iPhoto), 229–231  
fan, 38  
faxing, 94  
file sharing  
  Bluetooth File Exchange,  
    BC4–BC5, BC7  
  iSync, BC7  
  iTunes, 201, 215–216  
  iWork.com, 315–316  
  MobileMe, 142  
  networks, 164, 179  
  Pages documents, 315–316  
  Public folder, 160–161  
  Shared folder, 160  
files  
  aliases, 67–68  
  deleting, 372–374  
  downloading, 131–132  
  encryption, 161–162,  
    387–388  
  icons, 66–67  
  orphan files, 373–374  
FileVault protection,  
  161–162  
filtering Spotlight search  
  results, 115–116  
Finder  
  Apple menu, 49, 58  
  Finder window, 58–60  
  icons, 58–59  
  keyboard shortcuts, 72–73  
  menu bar, 58–59  
  search tools, 118–119  
  status, 70  
firewalls, 180–182  
FireWire 800 external hard  
  drive, 368  
FireWire cables, 32  
FireWire port, 16, 40,  
  187, 367  
FireWire scanners, 187

fixing  
  boot disk, 352  
  disk permissions, 350–351,  
    378–379  
  hard drive, 352–353  
  laptop, 346, 361  
Flickr integration with  
  iPhoto, 242  
Flight Tracker widget, 120  
folders  
  deleting, 372–374  
  encryption, 161–162,  
    387–388  
  Home folder, 79–82  
  iDisk, 142–143  
  Public folder, 160–161  
  Shared folder, 160  
  Smart Folder, 119  
force quit, 65, 347  
formatting  
  external hard drive, 368  
  iDisk, 142  
formatting text or numbers  
  Keynote presentations,  
    338  
  Numbers spreadsheets,  
    323–324  
  Pages documents, 311  
formulas, 327–328  
forums, 54  
Front Row, 28, 188, 190–192

• **G** •

G4 processor, 17  
game controllers, 370  
games  
  Chess, 29  
  multiplayer games, 164  
GarageBand  
  Arrange track, 294–295  
  automatic song  
    composition, 298–299  
  composing songs, 284–286  
  Create a New Track  
    button, 282–283  
  Learn to Play lessons, 301

Loop Browser, 282–283,  
  288–289  
loops, 282, 288–294  
Magic GarageBand,  
  298–299  
Media Browser, 282–284  
MIDI instruments, 286, 297  
Move Back One Measure,  
  282, 284  
Move Forward One  
  Measure, 282, 284  
musical typing keyboard,  
  286  
piano keyboard, 370  
Play button, 282, 284  
Playhead, 282–283  
podcasts, 282, 284–285,  
  287–288  
Return to Beginning  
  button, 282, 284  
ringtones, 299–300  
Songwriting project, 286  
Timeline, 282–283  
Time/Tempo display,  
  282, 284  
Track Info button, 282–283  
Track list, 282–283  
tracks, 286–287, 295–297  
Visual Equalizer window,  
  296  
Volume slider, 282, 284  
Genius feature (iTunes),  
  201, 205, 220  
Google  
  Google box on Safari  
    toolbar, 126, 128  
  Google widget, 120  
  online storage, 139  
graphics  
  Keynote presentations,  
    336  
  Pages documents, 309  
Griffin Technology's SHARK  
  2 radio, 370  
grounding yourself,  
  362, 365  
Groups folder (iDisk), 142  
groups in MobileMe, 142

• **H** •

Hamrick Software's  
  VueScan, 197  
handling, 27–28  
hard drive  
  backup, 369, 374–378, 390  
  cleanup utilities, 374  
  deleting files and folders,  
    372–374  
  Disk Utility, 349–354  
  external hard drive,  
    365–369  
  fixing, 352–353  
  formatting, 368  
  index file, 112  
  partitioning, 30, 368  
  permission errors,  
    350–351, 378–379  
  repairing, 352–353  
  standard equipment, 17  
  system RAM (memory),  
    386  
  upgrading, 365–369  
  USB 1.1 storage devices,  
    392  
  warranty, 369  
  wiping, 349  
Hardcopy Cable  
  Replacement Protocol  
  (HCRP), BC8  
hardware, 66, 396–397  
HDV file, 249  
headphones, 14, 17  
heat, 24, 38  
Help system, 53  
history (Safari), 132–133,  
  137  
Home folder, 79–82  
Home Sharing feature  
  (iTunes), 216  
hot corners, 101  
Hyperbolic Software's Tidy  
  Up! 2, 374  
HyperMac external battery  
  (Sanho Corporation), 37

• **I** •

iBook, upgrading from, 13  
iChat AV, 15, 192–193  
iChat Buddy icon, 190  
icons  
  aliases, 67  
  application icons, 66  
  Dock, 84–85  
  document icons, 66  
  files, 66–67  
  Finder, 58–59  
  hardware icons, 66  
  photos, 190  
  Snow Leopard, 48  
  used in this book, 6–7  
identification, 388  
iDisk  
  Backup folder, 142  
  connecting, 143–144  
  defragmenting, 142  
  Disk Space bar graph, 140  
  Documents folder, 142  
  file servers, 141  
  folders, 142–143  
  formatting, 142  
  Groups folder, 142  
  Library folder, 142  
  mirror, 141  
  Movies folder, 142  
  Music folder, 142  
  opening, 143–144  
  Pictures folder, 142  
  Public folder, 142, 144  
  root folder, 142  
  setting up, 139, 141  
  Sites folder, 142  
  Software folder, 142–143  
  Windows, 144  
iDVD  
  Add button, 262–263  
  adding video clips,  
    268–270  
  aspect ratio, 270  
  Burn button, 262, 264  
  burning DVD movies,  
    279–280  
  creating DVD movies,  
    264–270  
  dimensions, 272  
  drop zones, 269  
  DVD Map button, 262, 264  
  Edit Drop Zones button,  
    262, 264  
  iMovie moves, 259  
  Inspector Window,  
    262–263  
  Magic iDVD, 278–279  
  Magic iDVD feature, 266  
  Media pane, 262–263  
  Menu display, 262–263  
  Motion button, 264  
  music, 272–273  
  OneStep DVD, 266,  
    277–278  
  opening movies, 265  
  Preview button, 262, 264  
  previewing DVD movies,  
    276–277  
  recording DVD movies,  
    279–280  
  resolution, 270  
  slideshows, 270–272  
  themes, 267–268  
  TV Safe Area, 270  
iLife '09 suite, 28  
illuminated keyboard,  
  14, 72  
Image Capture, 187  
images  
  adjusting image  
    properties, 237  
  albums, 225–228  
  aspect ratio, 235  
  black-and-white, 237  
  color saturation, 236  
  contrast, 236  
  cropping, 234–235  
  editing, 234–237  
  effects, 237  
  e-mailing, 242  
  iMovie movies, 250  
  importing, 224–225, 227  
  iWeb, 234  
  Keynote presentations,  
    336, 339  
  keywords, 231–233  
  MobileMe Gallery, 240–241

- ul style="list-style-type: none; padding-left: 0;">
- organizing, 225–234
- Pages documents, 312–314
- photo books, 237–239
- printing, 234
- ratings, 233
- red-eye, 236–237
- retouching, 237
- rotating, 234
- sepia tones, 237
- slideshows, 240
- Smart Album, 226
- sorting, 233
- straightening, 236
- tagging, 229–231
- iMovie
  - adding video clips, 254–255
  - audio, 251–253
  - Browser toolbar, 245–246
  - Camera Import window, 245–246
  - creating movies, 244–247
  - deleting video clips, 255
  - Editing toolbar, 245–246
  - editing video clips, 255–256
  - Event pane, 245–246
  - exporting movies, 259
  - importing video, 247–249
  - launching, 244
  - Media Browser, 259
  - Monitor, 245–246
  - music, 251–252
  - narration for movies, 253
  - pillarboxing, 245
  - Playhead, 245–246
  - Project pane, 245–246
  - QuickTime movies, 259
  - reordering video clips, 255
  - sharing movies, 259
  - songs, 251–252
  - sound effects, 251–253
  - still images, 250
  - themes, 245
  - titles, 257–258
  - transitions, 256–257
- iMovie '09 & iDVD '09 For Dummies (Wiley), 247
- importing
  - data from a PC, 43–44
  - data from another Mac, 39–43
  - images, 224–225, 227
  - video, 247–249
- index file of hard drive, 112
- inserting
  - columns (spreadsheets), 326–327
  - rows (spreadsheets), 326–327
- installing
  - applications, 353
  - base station, 170–171
  - memory modules, 361–364
  - printers, 184–185
  - scanners, 187
  - tracker application, 387
- Intego's Virus Barrier X6, 355
- Intel processor, 17
- interactive whiteboard, 341
- internal optical drive, 14
- Internet
  - cloud computing, 139
  - widgets, 119–120
- Internet connection
  - establishing, 26–27, 29
  - sharing, 164, 166–167, 178–179
  - troubleshooting, 354–355
- Internet radio, 198, 211–214
- Internet routers, 167
- invoice, 26
- iPhoto
  - Create button, 222–223
  - edit mode, 234–237
  - Enter Full Screen button, 222–223
  - Facebook integration, 242
  - Faces and Places feature, 229–231
  - Flickr integration, 242
  - Get Info button, 222–223
  - import mode, 224–225, 227
  - keywords, 231–233
  - MobileMe Gallery, 240–241
  - organize mode, 225–234
  - photo books, 237–239
  - Play Slideshow button, 223
  - ratings, 233
  - Search box, 223
  - slideshows, 240
  - Smart Album, 226
  - Source list, 222–223
  - tagging, 229–231
  - Thumbnail Resize slider, 223
  - toolbar buttons, 223
  - Viewer pane, 223, 233
- iPod, 214–215
- iPod & iTunes For Dummies (Wiley), 215
- iSight camera
  - external iSight camera, 13
  - location of, 12, 15
  - photos, 188–190
  - videoconferencing, 15, 192–193
- iSync, BC7–BC8
- iTunes
  - ACC files, 198, 200
  - AIFF files, 198, 200
  - AirPort Express Base Station, 217
  - album covers, 209
  - Apple Lossless files, 198, 200
  - Apple TV, 202
  - audio CDs, 198–200
  - audiobooks, 198
  - backups, 219
  - burning CDs, 216–217
  - Equalizer, 210–211
  - Genius feature, 201, 205, 220
  - Home Sharing feature, 216
  - iMovie moves, 259
  - Internet radio, 198, 211–214
  - iPod, 214–215
  - iTunes Plus tracks, 198
  - keyboard shortcuts, 200
  - movies, 198
  - MP3 files, 197, 200

iTunes (*continued*)

- Music Library, 200–204
- playlists, 201, 205–206
- podcasts, 198, 301
- ringtones, 198
- ripping audio files, 209–210
- sharing files, 201, 215–216
- song information, 207–209
- Source list, 200–201
- video, 198, 204
- Visualizer, 217–219
- WAV files, 198, 200
- iTunes Store, 201, 219–220
- iWeb
  - images, 234
  - Pages documents, 316
  - podcasts, 301
- iWork trial version, 28
- iWork.com, 315–316

• **I** •

- joining
  - MobileMe service, 140–141
  - wired Ethernet network, 175–176
  - wireless network, 171–172
- jumping to bookmarks, 130

• **K** •

- keyboard
  - backlighting, 14, 72
  - BTKey keyboard (Macally), BC6
  - built-in keyboard, 12, 14, 28
  - Caps Lock key, 35
  - checking, 35
  - cleaning, BC6
  - external keyboard, 25, 390
  - illumination, 14, 72
  - musical typing keyboard, 286
  - piano keyboard, 370
  - special keys, 72

- spills on keyboard, 394
- wireless keyboard, BC5–BC6
- Keyboard Illumination key, 72
- keyboard shortcuts
  - applications, 73
  - Finder, 72–73
  - Front Row, 191–192
  - iTunes, 200
  - Keynote, 340–341
  - memorizing, 71
  - Numbers, 322
  - System Preferences, 102–103

## Keynote

- adding slide text, 337
- adding slides, 335–336
- audio, 339
- background shapes, 339–340
- creating presentations, 332–333
- duplicating slides, 336
- editing slide text, 337
- Format Bar, 334, 338
- formatting slide text, 338
- graphics, 336
- interactive whiteboard, 341
- iPhone/iPod Touch application, 341
- keyboard shortcuts, 340–341
- Layout pane, 334–335
- Media Browser, 339
- moving slides, 336
- Notes pane, 334, 338
- opening presentations, 333
- photos, 336, 339
- printing slides and notes, 341–342
- Rehearsal feature, 338
- saving presentations, 333–334
- slide backgrounds, 339–340
- Slides list, 334

- slideshows, 340–341
- Template Chooser window, 332–333
- text boxes, 336–337
- toolbar, 334
- video, 339

- KeyRig 49 piano keyboard (M-Audio), 370

- keywords
  - images, 231–233
  - Spotlight, 112
- Knowledge Base, 53

• **L** •

- LAN party, 164
- laptop bag or case, 30–31, 385–386
- laptop shelf, 25, 38
- laptop sleeve, 30–31, 386
- launching
  - applications, 63–65
  - Automator, 380
  - iMovie, 244
  - Numbers, 317–318
  - Safari, 123
  - Time Machine, 377
- LCD screen, 12–13, 35
- Learn to Play lessons (GarageBand), 301
- Library (iTunes), 200–204
- Library folder (iDisk), 142
- lighting considerations, 25
- locked application, 347
- log files, 155
- logging in and out, 158–160
- Login Items
  - defined, 153
  - disabling, 355–356
  - setting up, 153–154
- LoJack for Laptops (Absolute Software), 387
- loops
  - adding, 288–293
  - defined, 282
- Loop Browser (GarageBand), 282–283, 288–289



moving, 292–294  
repeating, 292–293  
resizing, 292–293  
searching, 289–290

## • M •

Mac OS X Snow Leopard.  
    *See* Snow Leopard  
*Mac OS X Snow Leopard  
    All-in-One For Dummies*  
    (Wiley), 51, 176  
Mac Usenet newsgroups, 54  
Mac user groups, 54  
Macally's BTKey keyboard,  
    BC6  
MacBook Air, 19–21  
MacFixIt Web site, 54  
MacMall Web site, 361  
magazines about Snow  
    Leopard, 53  
Magic GarageBand, 298–299  
Magic iDVD, 266, 278–279  
Magic Mouse, BC6  
Mail application  
    features, 29  
    phishing, 392–393  
manual, 26  
M-Audio's KeyRig 49 piano  
    keyboard, 370  
Media Eject key, 72, 348  
memorizing keyboard  
    shortcuts, 71  
memory, 359–364, 386  
menu commands, 49–50  
menus  
    Apple menu, 49, 58  
    Application menu, 49  
    contextual menus, 50, 62  
    right-click menus, 50  
metadata, 113  
Micromat's TechTool Pro,  
    346  
MIDI instruments, 286, 297  
MIDI port, 297  
migrating data  
    from another Mac, 39–43  
    from a PC, 43–44  
Migration Assistant, 39–43

Mini DisplayPort  
    connector, 17  
minimizing windows, 75  
mirror (iDisk), 141  
MLC Radio, 213  
MobileMe service  
    access code, 142  
    access privilege levels,  
        140–141  
    account creation, 139–140  
    adding storage space, 140  
    benefits of, 139–143  
    groups, 142  
    iDisk, 139–144  
    joining, 140–141  
    MobileMe Gallery,  
        240–241, 259  
    passwords, 141, 144  
    Public folder, 141  
    sharing files, 142  
    subscription fee, 140  
    synchronizing data, BC7  
    trial version, 39, 139–140  
modifying user accounts,  
    150–151  
monitoring battery level, 36  
mouse  
    cleaning, BC6  
    external mouse, 390  
    Magic Mouse, BC6  
    optical mouse, BC6  
    wireless mouse, BC5–BC6  
mouse pointer, 60–61  
mouse shortcuts, 102–103  
MOV file, 249  
movie tracks, 287, 292  
movies  
    DVD movies, 191,  
        193, 264–280  
    iMovie, 244–259  
    iTunes, 198  
    Movies folder (iDisk), 142  
    QuickTime movies, 259  
moving  
    loops, 292–294  
    slides, 336  
    windows, 76  
moving items, 71  
MP3 CDs, 216

MP3 files, 197, 200  
MPEG-2 file, 249  
MPEG-4 file, 249  
multiplayer games, 164  
Multi-Touch feature, 61, 76  
multiuser setup, 145–150  
music. *See also* songs  
    album covers, 209  
    audio CDs, 198–200  
    backups, 219  
    copyright issues, 215  
    digital audio files,  
        197–198, 200  
    DVD movies, 272–273  
    Equalizer (iTunes),  
        210–211  
    GarageBand, 281–282  
    Genius feature (iTunes),  
        201, 205, 220  
    iMovie, 251–252  
    Internet radio,  
        198, 211–214  
    iPod, 214–215  
    iTunes Store, 219–220  
    Music folder (iDisk), 142  
    Music Library (iTunes),  
        200–203  
    playlists, 201, 205–206  
    ripping audio files,  
        209–210  
    song information, 207–209  
    Visualizer (iTunes),  
        217–219  
musical typing keyboard,  
    286  
muting audio, 72

## • N •

naming  
    photo albums, 226  
    songs, 285  
narration for movies, 253  
navigating spreadsheets,  
    322  
Network Utility, 177  
networked printers,  
    180, 186

## networks

- base station, 168–171
- benefits of, 163–164
- cable modem, 174
- connections, 167–175
- DHCP server, 167, 175–176
- disabling wireless
  - connectivity, 388
- DSL modem, 174
- Ethernet cables, 174
- file sharing, 164, 179
- firewalls, 180–182
- Internet connections, 164, 166–167, 178–179
- names, 180
- Network Utility, 177
- pinging, 355
- pinging computers, 177–178
- security, 165, 180–182, 396
- switches, 174
- testing, 177–178
- troubleshooting, 354–355
- USB-to-Ethernet
  - connector, 173
- Virtual Private Network (VPN), 396
- wired network, 164–166
- wireless network, 164, 166

Newegg Web site, 361

newsgroups, 54

notes for presentations, 334, 338

Numbers

- aligning cell text, 324–325
- charts, 328–329
- creating spreadsheets, 318
- deleting rows/columns, 326
- editing spreadsheets, 323
- entering data in
  - spreadsheets, 323
- Format Bar, 321
- formatting text or
  - numbers, 324
- Formula Box, 321
- formulas, 327–328
- Function Browser button, 327

- inserting rows/columns, 326–327
- keyboard shortcuts, 322
- launching, 317–318
- navigating spreadsheets, 322
- number formatting, 323–324
- opening spreadsheets, 319–320
- saving spreadsheets, 320
- shading, 325–326
- Sheet canvas, 321
- Sheets list, 320
- templates, 318–319
- toolbar, 321



OneStep DVD, 266, 277–278

online storage, 139–144

opening

- documents, 64–65, 306–307
- DVD movies, 265
- iDisk, 143–144
- Keynote presentations, 333
- laptop, 27
- spreadsheets, 319–320
- System Preferences, 95–96

operating system updates, 381–382

optical drive, 14, 18, 23, 393–394

optical mouse, BC6

optical output, 17

Option key, 72, 348

organizing images, 225–234

orphan files, 373–374

outlets, 24



packing materials, 25–26

Pages

- background shapes, 314
- Clipboard, 310

- copying text or graphics, 310
- creating documents, 305–306
- cutting text or graphics, 310
- editing documents, 308
- e-mailing documents, 316
- entering text, 308
- exporting documents, 316
- Format Bar, 308, 311
- formatting documents, 311
- graphics, 309
- iWeb, 316
- Layout pane, 308
- opening documents, 306–307
- Pages list, 307
- photos, 312–314
- printing documents, 315
- saving documents, 307
- sharing documents, 315–316
- spell check, 314–315
- Styles Drawer, 308
- tables, 311–312
- templates, 305–306
- text boxes, 309
- toolbar, 308

Parental Controls, 147, 153–157

partitioning hard drive, 30, 368

parts, 25

passwords

- FileVault protection, 161–162
- Migration Assistant, 41–42
- MobileMe, 141, 144
- user accounts, 149, 157

patches, 353

PDAs and iSync, BC7–BC8

performance and memory, 359–360

Perian QuickTime plug-in, 132

peripherals. *See* external devices

- permission errors, 350–351, 378–379
- personal digital assistants
  - and iSync, BC7–BC8
- personalizing
  - Desktop, 59, 82–84
  - Dock, 84–86
- phishing, 392–393
- phone and iSync, BC7–BC8
- photo books, 237–239
- Photo Booth, 28, 188–190
- photos
  - adjusting photo
    - properties, 237
  - albums, 225–228
  - aspect ratio, 235
  - black-and-white, 237
  - color saturation, 236
  - contrast, 236
  - cropping, 234–235
  - deleting, 190
  - editing, 234–237
  - effects, 237
  - e-mailing, 190, 242
  - iChat Buddy icon, 190
  - icons, 190
  - iMovie movies, 250
  - importing, 224–225, 227
  - iSight camera, 188–189
  - iWeb, 234
  - Keynote presentations, 336, 339
  - keywords, 231–233
  - MobileMe Gallery, 240–241
  - organizing, 225–234
  - Pages documents, 312–314
  - photo books, 237–239
  - podcasts, 287–288
  - presentations, 336, 339
  - printing, 234
  - ratings, 233
  - red-eye, 236–237
  - retouching, 237
  - rotating, 234
  - saving, 190
  - sepia tones, 237
  - slideshows, 240
  - Smart Album, 226
  - sorting, 233
  - straightening, 236
  - tagging, 229–231
- piano keyboard, 370
- Pictures folder (iDisk), 142
- pillarboxing, 245
- pinging, 177–178, 355
- pirated software, 395
- playing
  - audio CDs, 199–200
  - digital audio files, 200
- playlists, 201, 205–206
- podcasts
  - GarageBand, 282, 284–285, 287–288
  - iTunes, 198, 301
  - iWeb, 301
  - photos, 287–288
  - podcast artwork tracks, 287
  - sharing, 299–301
- pointer, 60–61
- pop-up blocking, 137
- ports
  - Ethernet port, 16, 27
  - FireWire port, 16, 40, 187, 367
  - MIDI port, 297
  - USB port, 16, 183
- power button, 15, 34
- power cable, 15, 26
- Power On self-test, 357
- power surges, 31, 389
- power-saving features, 36, 105–106, 389
- presentations
  - adding slide text, 337
  - adding slides, 335–336
  - audio, 339
  - background shapes, 339–340
  - creating, 332–333
  - duplicating slides, 336
  - editing slide text, 337
  - formatting slide text, 338
  - graphics, 336
  - interactive whiteboard, 341
  - moving slides, 336
  - notes, 334, 338
  - opening, 333
  - photos, 336, 339
  - printing slides and notes, 341–342
  - rehearsing, 338
  - saving, 333–334
  - slide backgrounds, 339–340
  - slideshows, 340–341
  - templates, 332–333
  - text boxes, 336–337
  - video, 339
- previewing DVD movies, 276–277
- printers
  - Bluetooth printers, 183, BC8
  - connecting, 183–186
  - installing, 184–185
  - networked printers, 180, 186
  - USB printers, 184–186
- printing
  - documents, 92–94
  - images, 234
  - Pages documents, 315
  - presentation slides and notes, 341–342
  - Web pages, 128, 135
- privacy
  - Safari, 135–137
  - Spotlight, 117–118
- privilege levels in
  - MobileMe, 140–141
- protecting your MacBook
  - AppleCare Protection Plan, 35, 361
  - cleaning, 397
  - identification, 388
  - laptop bag or case, 30–31, 385–386
  - optical drive, 393–394
  - surge protector, 31, 389
  - tracker application, 387
- Public folder, 160–161
- Public folder (iDisk), 141–142, 144

## • Q •

quarantining viruses, 355  
 Quick Look feature, 87  
 QuickTime movies, 259  
 QuickTime Player, 132  
 quitting applications, 63, 65

## • R •

radio, 370  
 RAID array drive, 375  
 RAM (memory), 359–364, 386  
 ratings for images, 233  
 real instrument tracks, 287  
 rearranging  
   widgets, 88  
   windows, 76  
 rebooting, 346–348  
 recharging, 35  
 recording  
   audio, 252–253  
   DVD movies, 279–280  
 red-eye in images, 236–237  
 refurbished hardware, 396–397  
 registering MacBook, 39–40  
 rehearsing presentations, 338  
 reinstalling Snow Leopard, 352  
 Remote, 15, 188, 190–192  
 removing. *See also* deleting  
   battery, 362–363  
   memory modules, 363–364  
 reordering video clips, 255  
 repairing  
   boot disk, 352  
   CDs, 352  
   disk permissions, 350–351, 378–379  
   DVDs, 352  
   hard drive, 352–353  
 repairing laptop, 346, 361  
 repeating loops, 292–293  
 replacing  
   battery, 364  
   memory modules, 363

reporting bugs in Safari, 128  
 resizing  
   loops, 292–293  
   windows, 74–75  
 restoring windows, 76  
 restraining cable, 32  
 retouching images, 237  
 right-click menus, 50  
 ringtones, 198, 299–300  
 ripping audio files, 209–210  
 Rocstor's Airhawk A9 hard drive, 366–367  
 root account, 395–396  
 root folder (iDisk), 142  
 rotating  
   images, 234  
   video clips, 256  
 routers, 167  
 rows (spreadsheets), 318, 326  
 Roxio's Toast Titanium, 376  
 running Windows, 43

## • S •

Safari  
   AutoFill button, 127  
   Back button, 126  
   bookmarks, 124, 127, 130–131  
   Bookmarks bar, 124  
   clearing cache, 137  
   Content window, 124  
   cookies, 135–137  
   creating Dashboard  
     widgets, 127  
   downloading files, 131–132  
   e-mailing Web pages, 135  
   Forward button, 126  
   Google search box, 126, 128  
   History list, 132–133, 137  
   Home button, 127, 129  
   launching, 123  
   pop-up windows, 137  
   Print button, 128  
   printing Web pages, 128, 135  
   privacy, 135–137

Reload button, 127  
 Report Bug button, 128  
 saving Web pages, 134–135  
 security, 135–137  
 setting home page, 128–129  
 Show Top Sites button, 125  
 Status bar, 124  
 Stop button, 127  
 tabbed browsing, 133–134  
 toolbar, 123–126  
 Top Sites, 133  
 visiting Web sites, 125–126  
 Zoom button, 127  
 Safe Boot mode, 348  
 Sanho Corporation's  
   HyperMac external  
     battery, 37  
 satellite TV, 193  
 saving  
   documents, 307  
   documents as PDFs, 94  
   Keynote presentations, 333–334  
   photos, 190  
   spreadsheets, 320  
   System Preferences, 97  
   Web pages, 134–135  
 scanners  
   connecting, 187  
   FireWire scanners, 187  
   Image Capture, 187  
   installing, 187  
   TWAIN device standard, 187  
   USB scanners, 187  
   VueScan, 197  
 screen, 12–13  
 screen savers, 99–101, 356  
 screen wipes, 31, 397  
 scroll bars, 74–75  
 SD (Secure Digital) card slot, 16  
 search  
   Boolean search, 114  
   Finder, 118–119  
   Google, 126, 128  
   Google widget, 120

- iPhoto, 223
- loops, 289–290
- metadata, 113
- orphan files, 373–374
- Smart Folder, 119
- Spotlight, 111–118
- System Preferences, 97–98
- Secure Digital (SD) card
  - slot, 16
- security
  - encryption, 387–388
  - networks, 165, 180–182
  - Safari, 135–137
  - Spotlight, 115
  - wireless network, 172, 396
- selecting
  - cells (spreadsheets), 322
  - items, 68–69
- sepia tones for images, 237
- serial ATA hard drive, 17
- serial number, 358
- setting up
  - iDisk, 139, 141
  - Login Items, 153–154
  - Snow Leopard, 38–39
  - user accounts, 147–150
- shading in spreadsheets, 325–326
- Shared folder, 160
- sharing
  - iMovie movies, 259
  - podcasts, 299–301
  - songs, 300
- sharing a CD or DVD drive, 23–24
- sharing an Internet connection, 164, 166–167, 178–179
- sharing files
  - Bluetooth File Exchange, BC4–BC5, BC7
  - iSync, BC7
  - iTunes, 201, 215–216
  - iWork.com, 315–316
  - MobileMe, 142
  - networks, 164, 179
  - Pages documents, 315–316
  - Public folder, 160–161
  - Shared folder, 160
  - Sharing pane (System Preferences), 107–108
  - sharing songs, 299
  - SHARK 2 radio (Griffin Technology), 370
  - Shift key, 348
  - shipping damage, 25, 34–35
  - shortcuts. *See* aliases; keyboard shortcuts
  - ShuttleXpress video controller (Contour Design), 370
  - Sites folder (iDisk), 142
  - sleep mode, 35–36
  - sleeve, 30–31, 386
  - slides
    - adding, 335–336
    - adding text, 337
    - background shapes, 339–340
    - duplicating, 336
    - editing text, 337
    - formatting text, 338
    - moving, 336
    - printing, 341–342
  - slideshows
    - iDVD, 270–272
    - iPhoto, 240
    - Keynote, 340–341
  - Smart Album, 226
  - Smart Folder, 119
  - smart playlist, 206
  - SMARTBoard, 341
  - Smith Micro Software's
    - Spring Cleaning Deluxe, 374
  - Snow Leopard
    - Aqua Blue background, 34
    - Auto Login, 159
    - Automator application, 371, 379–381
    - comparison to
      - Windows, 52
    - Desktop, 46–47, 52
    - Disk Utility, 349–350
    - Dock, 47–48
    - drag and drop, 52
    - ease of use, 51
    - FileVault protection, 161
    - Help system, 53
    - icons, 48
    - logging in and out, 158–160
    - magazines, 53
    - menu commands, 49–50
    - performance, 50–51
    - Quick Look feature, 87
    - reinstalling, 352
    - reliability, 50
    - Setup Assistant, 34, 38–39
    - Software Update, 353, 381–382
    - updating, 381–382
    - windows, 50, 52
  - software
    - iLife '09 suite, 28
    - iWork trial version, 28
    - pirated software, 395
    - utility software, 346
  - Software folder (iDisk), 142–143
  - software instrument tracks, 286–287
  - Software Update application, 353, 381–382
  - solid-state drive, 18, 22
  - songs. *See also* music
    - adding tracks, 286
    - composing, 284–298
    - iMovie, 251–252
    - naming, 285
    - sharing, 299–300
    - song information, 207–209
    - tempo (speed), 285
  - Songwriting project (GarageBand), 286
  - sorting images, 233
  - sound. *See also* audio
    - Audio Line In jack, 17
    - Audio Line Out jack, 14
    - built-in speakers, 14
    - external speakers, 14
    - muting, 72
    - recording, 252–253
    - volume, 72
  - sound effects, 251–253
  - Spaces, 91–92, 103

- speakers, 14
- spell check, 314–315
- spills on keyboard, 394
- Spotlight
  - capabilities, 111–116
  - filtering search results, 115–116
  - index file, 112–113
  - keywords, 112
  - privacy, 117–118
  - security, 115
  - System Preferences, 116–118
  - Top Hit category, 114
- spreadsheets
  - aligning cell text, 324–325
  - cells, 318
  - charts, 328–329
  - columns, 318
  - creating, 318
  - defined, 317–318
  - deleting rows/columns, 326
  - editing, 323
  - entering data, 323
  - formatting text or numbers, 323–324
  - formulas, 327–328
  - inserting rows/columns, 326–327
  - navigating, 322
  - number formatting, 323–324
  - opening, 319–320
  - rows, 318
  - saving, 320
  - selecting cells, 322
  - shading, 325–326
  - templates, 318–319
- Spring Cleaning Deluxe (Smith Micro Software), 374
- startup keys, 348–349
- start-up tone, 34
- straightening images, 236
- streaming Internet radio, 198, 211–214
- subscription fees for MobileMe, 140

- SuperDrive, 18, 23
- support
  - Apple technical support, 35, 40, 53, 357
  - forums, 54
  - MacFixIt Web site, 54
  - Usenet newsgroups, 54
  - user groups, 54
- surge protectors, 31, 389
- switches, 174
- switching between applications, 89–90
- switching from Windows to Mac
  - migrating data, 43–44
  - reasons to do it, 51, 139
  - tricks and tips, 44
- synchronizing data
  - iSync, BC7–BC8
  - MobileMe, BC7
- System Administrator, 147, 395–396
- System Preferences
  - Appearance pane, 104–105
  - Bluetooth devices, BC3–BC5
  - changing, 353–354
  - closing, 97
  - color profile, 99
  - Desktop & Screen Saver pane, 99–101
  - Displays pane, 98–99
  - Dock pane, 106–107
  - Energy Saver pane, 36, 105–106, 389
  - Exposé & Spaces pane, 101–103
  - keyboard shortcuts, 102–103
  - Login Items, 355
  - mouse shortcuts, 102–103
  - opening, 95–96
  - panels, 96
  - panes, 96
  - saving changes, 97
  - search, 97–98
  - Sharing pane, 107–108
  - Spotlight, 116–118

- System Administrator
  - account, 396
- Time Machine pane, 109–110
- System Profiler, 356–357
- system RAM (memory), 359–364, 386

## • T •

- T key, 349
- tables, 311–312
- tagging images, 229–231
- technical support
  - Apple technical support, 35, 40, 53
  - forums, 54
  - MacFixIt Web site, 54
  - Usenet newsgroups, 54
  - user groups, 54
- TechTool Pro (Micromat), 346
- telephone jack, 24
- television, 193, 202
- templates
  - documents, 305–306
  - presentations, 332–333
  - spreadsheets, 318–319
- testing networks, 177–178
- text log files, 155
- themes
  - iDVD, 267–268
  - iMovie, 245
- Tidy Up! 2 (Hyperbolic Software), 374
- tiling background images, 100
- Time Capsule, 169–170, 366, 377
- Time Machine, 366, 376–378
- Time Machine pane (System Preferences), 109–110
- title bar of a window, 75
- titles
  - DVD movies, 274
  - iMovie movies, 257–258
- Toast Titanium (Roxio), 376
- tracker application, 387
- trackpad, 12, 14, 60–62

tracks  
 adding, 286–288  
 Arrange track, 294–295  
 defined, 283  
 Electric Guitar tracks, 287  
 movie tracks, 287, 292  
 podcast artwork tracks, 287  
 real instrument tracks, 287  
 settings, 295–297  
 software instrument tracks, 286–287  
 Track list (GarageBand), 282–283  
 transitions in iMovie, 256–257  
 Trash, 86–88, 354, 372–373  
 trimming video clips, 256  
 troubleshooting  
   Apple Service Center, 346, 357–358  
   Apple technical support, 357  
   applications, 353  
   cables, 354  
   disabling Login Items, 355–356  
   Disk Utility, 349–354  
   Internet connection, 354–355  
   investigating recent changes, 353–354  
   myths, 345–346  
   network connection, 354–355  
   Power On self-test, 357  
   rebooting, 346–348  
   reinstalling Snow Leopard, 352  
   Safe Boot mode, 348  
   screen savers, 356  
   serial number, 358  
   startup keys, 348–349  
   step-by-step, 347–356  
   System Profiler, 356–357  
   Trash, 354  
   utility software, 346  
   viruses, 355  
 TV, 193, 202

TV Safe Area (iDVD), 270  
 TWAIN device standard for scanners, 187  
 Twelve South's BookBook case, 30–31

## • U •

uninterruptible power supply, 31, 389  
 UNIX, 51  
 unpacking, 25  
 updating  
   applications, 353  
   Snow Leopard, 381–382  
 upgrading  
   applications, 394–395  
   hard drive, 365–369  
   memory, 359–364  
   older MacBook or iBook, 13  
   system RAM (memory), 386  
 USB 1.1 storage devices, 367, 392  
 USB Bluetooth adapter, BC2–BC3  
 USB cables, 32  
 USB flash drive, 22  
 USB port, 16, 183  
 USB printers, 184–186  
 USB scanners, 187  
 USB-to-Ethernet connector, 173  
 Usenet newsgroups, 54  
 user accounts  
   deleting, 152  
   Login Items, 153–154  
   modifying, 150–151  
   Parental Controls, 147, 153–157  
   passwords, 149, 157  
   setting up, 147–150  
 user groups, 54  
 users  
   adding, 148–150  
   deleting, 152  
 utility software, 346

## • V •

video  
 adding video clips, 254–255, 268, 270  
 connecting external video, 17  
 cropping video clips, 256  
 deleting video clips, 255  
 DV (digital video)  
   camcorders, 221  
 editing video clips, 255–256  
 iChat AV, 192–193  
 importing, 247–249  
 iTunes, 198, 204  
 iTunes Store, 219–220  
 Photo Booth, 190  
 presentations, 339  
 reordering video clips, 255  
 video card, 19  
 video controllers, 370  
 videoconferencing, 15, 192–193  
 viewing song information, 208–209  
 Virtual Private Network (VPN), 396  
 Virus Barrier X6 (Intego), 355  
 viruses, 355  
 Visual Equalizer window (GarageBand), 296  
 Visualizer (iTunes), 217–219  
 volume, 72  
 VueScan scanning  
   application (Hamrick Software), 197

## • W •

warranty, 369  
 WAV files, 198, 200  
 Weather widget, 120  
 Web pages  
   e-mailing, 135  
   printing, 128, 135  
   saving, 134–135

- WebClip widgets, 89
- widescreen aspect ratio of screen, 13
- widgets
  - creating, 89, 127
  - defined, 88
  - deleting, 88
  - Dictionary, 120
  - Dictionary widget, 13
  - Flight Tracker, 120
  - Google, 120
  - Internet, 119–120
  - rearranging, 88
  - Weather, 120
  - WebClip widgets, 89
  - Yellow Pages, 120
- Windows
  - comparison to Snow Leopard, 52
  - Desktop, 52
  - drag and drop, 52
  - iDisk, 144
  - migrating data from Windows, 43–44
  - running, 43
  - switching from Windows to Mac, 51, 139
- windows
  - active window, 76
  - arranging, 76

- closing, 75
- defined, 50
- minimizing, 75
- moving, 76
- rearranging, 76
- resizing, 74–75
- restoring, 76
- scroll bars, 74–75
- title bar, 75
- Windows versus Snow Leopard, 52
- zooming in/out, 75–76
- Windows Switchers, 51–52
- wiping hard drive, 349
- wired network
  - cable modem, 174
  - connections, 173–176
  - defined, 164–165
  - DHCP server, 167, 175–176
  - DSL modem, 174
  - Ethernet cables, 174
  - switches, 174
  - USB-to-Ethernet connector, 173
  - wireless access, 166
- wireless devices
  - Bluetooth printers, 183, BC8
  - keyboard, BC5–BC6

- mouse, BC5
- wireless, BC6
- wireless Ethernet, 18
- wireless network
  - access from a wired network, 166
  - base station, 168–171
  - connections, 168–173
  - defined, 164–165
  - disabling wireless connectivity, 388
  - joining, 171–172
  - security, 172, 396
- workflows, 380
- wrist rest, 32



- Yellow Pages widget, 120
- YouTube, 259



- zooming in/out
  - Multi-Touch feature, 61, 76
- windows, 75–76